

**MINUTES OF THE
IMPROVEMENT & SERVICE COMMITTEE
Wednesday, April 29, 2015
ROOM 207, CITY HALL
6:30 p.m.**

MEMBERS: Brian Danzinger, Joe Moore, David Nennig, Jerry Wiezbiskie

1. Approval of the minutes from the regular meeting on April 15, 2015.

A motion was made by Ald. Nennig and seconded by Ald. Wiezbiskie to approve the minutes from the regular meeting on April 15, 2015. Motion carried.

2. Approval of the agenda.

To accommodate those in attendance, item number 6 was taken out of order and item number 13 was moved to the end of the agenda, then the Committee returned to the proposed agenda.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the agenda. Motion carried.

3. Request by Ald. Wery to amend Ordinance No. 9.02(7) to allow storage of garbage/recycling carts next to a house/garage, or in front of a garage without a fence or shrub screen. (Referred back from February 25, 2015 and April 15, 2015 meetings).

Director Grenier stated that he has not had any further conversations with Ald. Wery regarding this request. There are approximately 34,000 tipper carts in the City and there have been less than 100 requests for variances to date. Some of the variances are seasonal requests. Handling the variances is not a large task for Department of Public Works (DPW) staff. The very last statement of the Ordinance defines the appeals process for variances not granted at the staff level.

Ald. Wiezbiskie stated that when the Ordinance was crafted, it was crafted to not be all encompassing. Requests for variances were anticipated and as such a process was defined in the ordinance. The conversion to automated pick-up has produced a cost savings and also reduced the number of injuries to the sanitation workers.

Ald. Moore stated that there is no need to change the ordinance. The exemption language of the ordinance could possibly be made clearer.

Ald. Danzinger stated that any ordinance will never cover all situations. The ordinance has an appeal process built-in. If a constituent does not agree with DPW staff they can appeal to the Improvement & Service Committee and then to City Council if required.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to receive and place on file the request by Ald. Wery to amend Ordinance No. 9.02(7) to allow storage of garbage/recycling carts next to a house/garage, or in front of a garage without a fence or shrub screen. Motion carried.

4. Request by the Department of Public Works to award a sole source contract for repair of a storm water pump to Rotating Equipment Repair Corporation in the amount of \$70,340.

Director Grenier reviewed the history of the Quincy Street Lift Station. Stormwater pump No. 1 has failed and needs to be rebuilt. This pump is a critical piece of infrastructure that could lead to widespread flooding across large portions of the City. DPW staff evaluated whether to repair or replace the pump. Replacement would be approximately \$150,000. Repair of the existing pump would result in essentially a brand new pump at less than half the cost.

The normal protocol would be to go back to Fairbanks Morse dealer, L.W. Allen, to quote the rebuild. L.W. Allen would then obtain costs from their service vendors, add on an administrative upcharge, and invoice the City of Green Bay accordingly. DPW has obtained pricing directly from Rotating Equipment Repair Corporation, one of L.W. Allen's service vendors, who will perform the work directly for the City, avoiding additional dealer mark-ups. It is in the best interest of the City to contract directly with Rotating Equipment Repair Corporation for repair of the storm water lift station pump.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the request by the Department of Public Works to award a sole source contract for repair of a storm water pump to Rotating Equipment Repair Corporation in the amount of \$70,340. Motion carried.

5. Review and approval of the 2015 Department of Public Works Capital Improvement Program.

Director Grenier handed out a draft copy of the 2015 Capital Improvement Program to the Committee members. He reviewed each of the proposed projects and answered the Committee questions as they arose.

The total bonding request proposed for the 2015 Capital Improvement Program is as follows: \$1,250,000.00 in Tax Increment Financing (TIF) supported bonding, \$1,410,000.00 in sanitary sewer district supported bonding, and \$5,710,000.00 in tax levy supported bonding.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the 2015 Department of Public Works Capital Improvement Program and forward the bond request to Common Council. Motion carried.

6. Report of the Purchasing Manager:

A. Request approval to award the purchase of Signal Poles to TAPCO for \$32,401.

Rick Jensen, Purchasing Manager, reviewed the public bids received for poles, signals and luminaires. The only items that were over the \$10,000.00 limit were the poles. Purchasing recommends that the poles be awarded to the low, responsive bidder, TAPCO, in the amount of \$32,401.00.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the report of the Purchasing Manager:

A. To approve to award the purchase of Signal Poles to TAPCO for \$32,401.

Motion carried.

7. Review and award of the contract PAVEMENT REPAIR – 2015.

Director Grenier referred the Committee to the bid summary sheet included in their packet. He summarized the bids received. DPW staff recommends awarding the Pavement Repair – 2015 contract to the low, responsive bidder, Fischer-Ulman Construction, Inc. in the amount of \$715,351.50.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the award of the contract PAVEMENT REPAIR – 2015 to the low, responsive bidder Fischer-Ulman Construction, Inc., in the amount of \$715,351.50. Motion carried.

8. Request by Department of Public Works to grant Director of Public Works authority to approve minor encroachments into the City rights-of-way for items that meet zoning requirements and forward the Hold Harmless Agreements to Mayor and City Clerk for execution.

Director Grenier explained that in the name of customer service he would like to be granted this authority for minor encroachments only. The granted authority would ONLY apply to items that strictly met the requirements of the Zoning code. If granted this authority, all minor encroachments approved by the Director would be brought forward to the Committee at the next scheduled Committee meeting.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to approve the request by Department of Public Works to grant Director of Public Works authority to approve minor encroachments into the City rights-of-way for items that meet zoning requirements and forward the Hold Harmless Agreements to Mayor and City Clerk for execution. Motion carried.

9. Request by Department of Public Works to award contract in the 2015 Capital Improvement Program (CIP) at a staff level subject to the following conditions:

A. The 2015 CIP provides sufficient funding for each program fund.

B. Delay in bringing forward a recommendation to award at the next regularly scheduled Committee meeting would result in an unacceptable delay in starting construction.

C. Any projects so awarded would be reported out at the next regularly scheduled meeting of the Improvement & Services Committee.

Due to the summer meeting schedule, award of contracts could be unnecessarily and unacceptably delayed. This could have the negative effect of increased cost, or potentially jeopardize the ability to complete the construction.

Director Grenier stated that he would contact the Chair of this Committee prior to awarding any contracts. If granted this authority, projects so awarded would be reported out at the next regularly scheduled meeting of the Improvement & Services Committee and then at the next City Council meeting.

Ald. Danzinger noted that this procedure has been used in the past on a project-specific basis.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the request by Department of Public Works to award contract in the 2015 Capital Improvement Program (CIP) at a staff level subject to the following conditions:

- A. The 2015 CIP provides sufficient funding for each program fund.
- B. Delay in bringing forward a recommendation to award at the next regularly scheduled Committee meeting would result in an unacceptable delay in starting construction.
- C. Any projects so awarded would be reported out at the next regularly scheduled meeting of the Improvement & Services Committee.

Motion carried.

10. Applications for Concrete Sidewalk Builder's Licenses by the following:

- A. Frank O. Zeise Construction Co., Inc.
- B. Melnarik Concrete, Inc.
- C. JD Concrete Corporation
- D. Loch Construction Co., Inc.
- E. Precision Flatwork

All of the contractors have a held a license with the City within the last three years. DPW staff recommends approval of all the applications for Sidewalk Builder's Licenses.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the applications for Concrete Sidewalk Builder's Licenses by the following:

- A. Frank O. Zeise Construction Co., Inc.
- B. Melnarik Concrete, Inc.
- C. JD Concrete Corporation
- D. Loch Construction Co., Inc.
- E. Precision Flatwork

Motion carried.

11. Applications for Underground Sprinkler System Licenses by the following:

A. Steinie's Water Gardens

Steinie's Water Gardens has not held an Underground Sprinkler System License with the City in the past. DPW staff performed a background check of Steinie's Water Gardens. DPW staff recommends the application by Steinie's Water Gardens for Underground Sprinkler System License be approved.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the applications for Underground Sprinkler System Licenses by the following:

A. Steinie's Water Gardens

Motion carried.

12. Applications for Tree & Brush Trimmer Licenses by the following:

A. Selner Tree & Shrub Care, LLC

Selner Tree & Shrub Care, LLC has not held a Tree & Brush Trimmer License with the City in the past. DPW staff performed a background check of Selner Tree & Shrub Care, LLC. DPW staff recommends the application by Selner Tree & Shrub Care, LLC for Tree & Brush Trimmer License be approved.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the applications for Tree & Brush Trimmer Licenses by the following:

A. Selner Tree & Shrub Care, LLC

Motion carried.

13. Director's Report on recent activities of the Public Works Department.

Director Grenier stated that DPW has extended offers to two (2) engineering applicants and would anticipate having responses from the candidates by the next meeting. Both candidates have recently visited the department during work hours.

Spring yard waste pick-ups are completed. The last day for free pick-up was April 24, 2015.

To receive and place on file the verbal Director's Report on recent activities of the Public Works Department.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to receive and place on file the verbal Director's Report on the recent activities of the Public Works Department. Motion carried.

14. Request by Ald. Danzinger, on behalf of Ron Hertly, for an exemption to §16.11(b)2, Green Bay Municipal Code, requiring the mandatory connection of sump pump discharge to City's storm sewer system at 1804 DeGrand Street.

The home at 1804 De Grand is on the west side of the City, which typically has sandier soils with better infiltration capacity than other areas. DPW staff reviewed the Brown County soils map and determined that the soils in this area do have enough infiltration capacity to allow a sump pump to discharge to grade without causing street level issues. DPW staff supports this request, with the requirement that a sump pit, sump pump, and discharge pipe be installed at the property.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the request by Ald. Danzinger, on behalf of Ron Hertly, for an exemption to §16.11(b)2, Green Bay Municipal Code, requiring the mandatory connection of sump pump discharge to City's storm sewer system at 1804 DeGrand Street. Motion carried.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to adjourn the meeting. Motion carried.

Meeting adjourned at 8:10 p.m.